

ST-2549

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SECURITY INFORMATION

Deputy Director of Training (Special)

6 May 1953

Chief, Basic Training Division

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Weekly Activity Report #18  
28 April - 5 May 1953

I NEW ACTIVITIES

[redacted] a. As the result of questions raised by FE Division and also Mr. [redacted] of RQM, a conference on the subject of the Advanced Reports Course was held on 5 May with the following persons present: [redacted] and Shaffer. A general conclusion was reached that it would be better to hold this Reports Course in abeyance until the content of such a course could be worked out. The course, as previously given, had not been meeting the requirements and was not in demand. The acquisition of an experienced reports officer to run this course was felt to be a matter of high priority. [redacted] will attempt to provide a statement of the views of RQM as to what such a course should contain.

II OLD ACTIVITIES

a. The instructors of BIC(CS) have completed their analysis of the first running of this course. This presentation seems to have been generally successful; however, certain changes are projected for the next running. These include some adjustments in the sequence of lectures, the introduction of certain seminars and panel discussions, a more carefully worked out testing program, and the introduction of a few additional lectures which would seem to be appropriate. The evaluation of the students has been worked out in discussions with the Assessment and Evaluation Staff. The new evaluation form is being used for the first time; however, this evaluation can include little more than results of objective tests.

b. We are still expecting to receive, in the near future, the reactions of DD/A and DD/P-ADMIN to the proposed Administrative Support Course.

III PERSONNEL CHANGES

a. The following personnel of the Basic Training Division are currently taking the Agency Orientation Course: [redacted]

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ROBERT B. SHAFFER

OTR/TR(S)/BTD/RBS:mm

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